



MEMORANDUM

CITY OF WATERTOWN, NEW YORK
OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
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TO: Planning Board Members

FROM: Michael A. Lumbis, Planner

SUBJECT: Site Plan Approval – 268 Bellew Avenue South

DATE: April 28, 2016

Request: Site Plan Approval for the construction of a 27,500 square-foot building addition, a 43,500 square-foot asphalt storage area expansion and associated site improvements located at 268 Bellew Avenue South, Parcel Number 9-43-105.000.

Applicant: Matthew R. Morgia, P.E. of Aubertine and Currier, PLLC on behalf of John Pezzi of Roth Industries

Proposed Use: Manufacturing and Storage

Property Owner: Jefferson County Industrial Development Agency

Submitted:

Property Survey: Yes	Preliminary Architectural Drawings: Yes
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: No	Construction Time Schedule: Partial (Summer 2016 start)
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Uses and traffic volume are described. Hours are not indicated.

SEQRA: Unlisted

County Review: No

Zoning Information:

District: Light Industry	Maximum Lot Coverage: N/A
Setback Requirements: F: 0', S: 0', R: 0'	Buffer Zones Required: No

Project Overview: The applicant proposes to construct a 27,500 square-foot addition to the existing Roth Industries Building at the site and pave an additional 43,500 square feet of asphalt for storage. The applicant also proposes to pave an additional 14,250 of asphalt drive area to create two new vehicular access points to and from Rail Drive, as well as widen the one existing access point to and from Rail Drive.

The applicant proposes that 10,500 square feet of the proposed building expansion be used as a manufacturing area, and the remaining 17,000 square feet be used for dry storage. In order to construct the proposed building expansion, the applicant proposes to relocate to existing Canvas Building that currently occupies part of that footprint, but does not specify where it is proposed to be relocated to.

Parking and Vehicle Circulation: The applicant proposes two new vehicular access points connecting to Rail Drive. This would double the number of access points as there are two existing access points, one connecting to Bellew Avenue South and one connecting to Rail Drive. The Bellew Avenue South entrance provides access to the existing 19-space parking lot. The applicant shall submit a truck movement diagram proving the need for the proposed additional driveways.

The applicant identifies in the “Planning Data” table that 19 spaces plus 100,000 square feet of parking area are provided. This calculation includes the section of the site identified as “Expanded Asphalt Storage Area,” indicating it is likely to be utilized for other uses besides parking, and is thus not a parking area.

However, the required number of spaces for the site, as proposed, is much fewer than identified in the “Planning Data” table. The table identifies a requirement of 80 spaces, which amounts to 16,000 square feet of parking area. However, the applicant did not deduct storage area from the parking calculations.

Section 310-50 of the Zoning Ordinance, Computation of floor area for parking and loading space requirements, states that areas used for boiler room, heating facilities, utility facilities and storage shall not be included in the computation of floor area. Thus, there is an aggregate of 41,500 square feet of existing and proposed dry storage area that does not count towards the parking requirement.

The aggregate 24,500 square feet of existing and proposed manufacturing area yields a requirement of 4,900 square feet of parking or approximately 25 spaces, and the 2,500 square feet of existing office area will continue to yield a requirement of 13 spaces. Therefore, the site plan, as proposed, carries a requirement of only 38 spaces. The applicant should modify the parking calculations in the “Planning Data” table to reflect the above numbers.

There are 19 existing striped parking spaces at the eastern end of the site, which are accessed from Bellew Avenue South, and the applicant is not proposing any additional striped parking spaces. However, the paved asphalt area to the immediate west of the striped parking lot easily exceeds the remaining parking area requirement. The applicant should designate this area on the site plan for parking.

Finally, the applicant should identify and label accessible parking spaces on the site plan.

Hours of Operation and Traffic Volume: The applicant has provided anticipated traffic volume, but has not indicated proposed hours of operation or anticipated traffic volume for this site. The traffic forecast references Saturday trip generation. If the site will be operational six days per week, the applicant should note this along with the proposed hours of operation for each day.

Interior Floor Plans: The submitted floor plans are effectively blank, save for a few exterior measurements. The applicant shall identify all existing and proposed rooms on the floor plan with square footage and uses.

Setbacks, Buffers and Landscaping: There are no setback requirements in the zoning ordinance in Light Industry Districts. There are also no buffer requirements for this parcel since every other parcel that it abuts is also zoned Light Industry. However, the City of Watertown, at the request of the Watertown Local Development Corporation, has placed certain covenants and restrictions on the properties sold within the industrial park. The covenants and restrictions are intended to promote the development of a light industrial park which is attractive to light industry from a functional, geographical, and aesthetic standpoint. The restrictions include limitations on uses, lot sizes, setbacks, parking and landscaping. The lot size, lot frontage, and lot coverage requirements have all been met. The side and rear setback for the proposed addition are also in compliance with the site requirements.

The covenants and restrictions also state that landscaping and general beautification of the occupant's premises will be mandatory. The applicant proposes to remove two trees at the southern end of the site to clear a path for a proposed driveway. Although the Engineering Report indicates that no new landscaping is proposed, the site plan shows five new street trees and grass areas to be planted along Rail Drive. The trees and grass area will satisfy the covenants in addition to the Planning Board's Landscaping and Buffer Zone Guidelines which call for landscaped strips along the street rights-of-way. Additional landscaping could also be considered to screen the proposed outdoor storage area.

SEQR: The applicant indicates in his response to Question 12b of the SEQR Short Environmental Assessment Form (EAF) that the proposed action is located in an archeological sensitive area. The applicant should provide a letter from the New York State Historic Preservation Office (SHPO) that determines whether the proposed project has the potential to affect any archeological resources.

The applicant indicates in his response to Question 15 that the site may contain endangered or threatened species or their associated habitats. This issue should also be investigated further and additional information should be provided to address this issue. The applicant shall contact the New York State Department of Environmental Conservation (DEC), and provide copies of all correspondence between the applicant and DEC and a letter indicating DEC's opinion on the matter.

Utilities and Hydrology: The applicant shall perform a hydrant flow test and submit hydraulic water calculations to the City Engineering Department prior to the issuance of any permits. The applicant must also label all existing and proposed utilities with pipe sizes and materials.

Other Engineering Comments: The applicant should add City Center Industrial Park (CCIP) covenants and Restrictions to the "Planning Data" table. Specifically, CCIP Covenants only permit outdoor storage if it is completely enclosed by plantings, walls or fences that are aesthetically pleasing. The applicant shall also clarify what he proposes to store in the outdoor storage area.

The submitted survey is labeled as "Preliminary." The applicant shall submit a stamped boundary and topographic survey of the site. The final site plan and engineering report must also both bear the stamp of a licensed Professional Engineer. In addition, the applicant shall submit Sediment and Erosion Control plans to the City Engineering Department.

The applicant shall add construction detail sheets (site details, storm details, ESC details, landscaping details, MPT details, etc.) to the plans and submit them to the City Engineering Department.

This site also requires the applicant to prepare a Stormwater Pollution Prevention Plan (SWPPP). The SWPPP must address Reduced Runoff Volume requirements. In addition, the design of the infiltration basin shall include updated percolation tests. It may be necessary to consider the existing site as a vacant lot when designing the post-construction stormwater treatment areas. The applicant shall obtain a Notice of Intent Acknowledgement Letter from the DEC and forward a copy to the City Engineering Department.

The applicant must also add the following note to the drawings: "All water main and service work must be coordinated with the City of Watertown Water Department. The Water Department requirements supersede all other plans and specifications provided."

Permits: The applicant must obtain the following permits, minimally, prior to demolition and construction: Building Permit, Fence Permit and General City Permit.

Miscellaneous: The site plan indicates that the applicant proposes to relocate the existing canvas building that currently occupies the footprint of the proposed building addition. The applicant should indicate exactly where this structure is proposed to move.

The applicant shall also identify snow storage areas on the site plan.

Summary:

1. The applicant shall revise the parking requirements section in the “Planning Data” table to reflect the accurate calculations.
2. The applicant shall designate on the site plan the proposed un-striped parking area for parking and shall identify and label accessible parking spaces on the site plan.
3. The applicant shall submit a truck movement diagram that proves the need for the proposed additional driveways.
4. The applicant shall indicate the existing and proposed hours of operation of the facility.
5. The applicant shall identify all existing and proposed rooms on the floor plan with square footage and uses.
6. The applicant shall provide a letter from SHPO that determines whether the proposed project has the potential to affect any archeological resources.
7. The applicant shall provide a letter from DEC that determines whether the proposed project has the potential to affect any endangered or threatened species or their habitats.
8. The applicant shall perform a hydrant flow test and submit hydraulic water calculations to the City Engineering Department.
9. The applicant shall label all existing and proposed utilities with pipe sizes and materials.
10. The applicant shall identify a location where he proposes to relocate Canvas Building.
11. The applicant must address all concerns listed in the “Other Engineering Comments” section of the April 28, 2016 Planning Office memorandum to the satisfaction of the City Engineering Department prior to the issuance of any permits.
12. The applicant must obtain the following permits, minimally, prior to demolition and construction: Building Permit, Fence Permit and General City Permit.

cc: City Council Members
Brian Drake, Civil Engineer II
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John Pezzi, Roth Industries, 268 Bellew Avenue S, Watertown, NY 13601